## INFORMATION PAPER MONTHLY SUMMARIES OF L.A. COUNTY WORKFORCE INVESTMENT BOARD ACTIONS TAKEN DURING THE PERIOD JANUARY TO MARCH 2008

#### JANUARY 10, 2008 - FULL BOARD MEETING

### 1. APPROVE L.A. COUNTY WIB WORKFORCE INVESTMENT ACT LOCAL PLAN MODIFICATION FOR PROGRAM YEAR 2007-08

Approved the WIA Local Plan Modification for Program Year 2007-2008. The Plan Modification is required by the State in accordance with statutory requirements of WIA. WIA requires that all local workforce investment boards (WIBs) prepare Five-Year Strategic Local Plans for their Local Workforce Investment Areas (LWIAs). These plans describe a wide range of goals, objectives, and strategies in key areas of program management and operations including labor market analysis, leadership, the one-stop service delivery system, and youth activities. WIA further requires that local areas implement a process for obtaining stakeholder and community input through a public comment period. Execution of the plan requires approval by both the WIB and the County Board of Supervisors.

#### FEBRUARY 14, 2008 – EXECUTIVE COMMITTEE MEETING

#### 2. APPROVED THE L.A. COUNTY WIB GRIEVANCE AND COMPLAINTS POLICY

Approved the Los Angeles County WIB Grievance and Complaints Policy which establishes a mechanism for WIA contractor grievances and complaints to be heard and resolved by a WIB Review Panel. The policy was established to ensure accountability, and protocols for the proper deliberation of policies established by the board to enable the WIB to operate as a business entity. The policy also includes a process to ensure that appropriate training and technical assistance is afforded the WIA contractors and other stakeholders, to provide a clear understanding of the policy and to maximize its successful implementation. The Policy was developed as part of an overall Accountability system to ensure that all County workforce development system stakeholders are able to meet their responsibilities under the County's WIA program.

## 3. L.A. COUNTY WIB LETTER OF SUPPORT FOR \$1 BILLION SUMMER JOBS PROGRAMS FOR DISADVANTAGED YOUTH – ECONOMIC STIMULUS PACKAGE

Approved signing a Letter of Support to elected officials, in support of the \$1 billion Summer Jobs Programs for Disadvantaged Youth being proposed by the Senate Health, Education, Labor, and Pensions Committee, as part of the President's Economic Stimulus Package.

#### MARCH 13, 2008 – EXECUTIVE COMMITTEE

### 4. APPROVAL OF COUNTY OF LOS ANGELES CSS/WIB ADMINISTRATIVE ACCOUNTABILITY POLICY STATEMENT

Approved the County of Los Angeles CSS/WIB Administrative Accountability Policy Statement, which broadly defines the methods and extent of administrative accountability of the WIB and CSS under the County's Workforce Investment Act (WIA) Programs. The Policy was developed as part of an overall Accountability system to ensure that all County workforce development system stakeholders are able to meet their responsibilities under the County's WIA program.

# 5. APPROVED MATURE WORKER PROJECT REQUEST FOR PROPOSAL FOR PILOT PROGRAM TO ADDRESS THE WORKFORCE NEEDS OF THE MATURE WORKER

Approved a one-year contract for \$99,200 to Human Solutions, LLC, to implement the Mature Worker Council (MWC) technical assistance and capacity building project. This vendor was selected as a result of the MWC Request for Proposal (RFP) for a Pilot Program to address the workforce needs of the Mature Worker, and prepare them to be assimilated into today's workforce. The contract term is March 2008 through March 2009.